The regular meeting of the Staff Senate Executive Committee was called to order on Thursday, November 19, 2015 at 9:14 a.m. in the International Room, Morris University Center by Cindy Cobetto, president.

Present: Caupert, Cobetto, Fricke, Hunter, Ormesher, Schoenborn, Trucks

Excused: Dusenbery

Guests: Todd Bartholomew

Announcements

Cindy Cobetto gave the announcements from the agenda and added that she will follow-up with a phone call to Dr. Waple’s secretary to confirm that he is guest speaker for the December Staff Senate meeting.

Approval of Minutes

A correction was made to the October 15, 2015 minutes (date). The minutes were approved as amended (Schoenborn/Ormesher).

Unfinished Business

The governance secretary reported that more training will be provided hands on in the Governance office on Friday for the Scholarship software from Cathy Taylor and Kyle Moore, since all the accessories are not working yet for the Faculty for Collective Bargaining Scholarship. Uploads were not available for transcripts or letters of recommendations for the applicants. Hopefully, the next round of scholarships which will be for Summer of 2016 will go more smoothly.

New Business

Candidacy Forms converted to one page: Melanie Schoenborn provided handouts of the revised Candidacy Form which is condensed from three forms for the Senate and three for the Panel are being condensed into one two-sided form. Melanie requested feedback. There was feedback and a discussion. Melanie will have a new draft worked up after making the suggested revisions and looking into the Constitution and Bylaws and Roberts Rules of Order for compliance. Then she will bring the revised copy back to the next meeting for more discussion and feedback.

Constitution and Bylaws

Melanie Schoenborn requested committee members and is volunteering to be Chair of the Constitution and Bylaws Committee. Melanie gave a summary of what needs to be done to update the documents. It will be put on the December Staff Senate agenda. New members will probably just need to proof read
since Melanie is working with Governance secretary currently with revisions. The revised document will be sent prior to the meeting for a first read.

Other

President’s Report: Cindy Cobetto reported that the Congress was supposed to be for feedback and input. Eventually that information will be put onto a web site. There was a discussion. At the next Congress meeting, they will look at what happened at the first meeting.

Adjournment: The meeting was adjourned at 10:32 a.m. (Hunter/Schoenborn).

Approved as submitted December 17, 2015
Vicki Kruse/University Governance